Panasonic

DECT Portable Station

Operating Instructions

Model No. KX-TCA255

Thank you for purchasing the Panasonic KX-TCA255, DECT Portable Station. Please read this manual carefully before using this product and save this manual for future use.

This manual is designed to be used with the KX-TCA255 DECT Portable Station and a Panasonic KX-TDA series/KX-TD816/KX-TD1232 Business Telephone System.

Please use only Panasonic battery and charge the battery for about 5 ½ hours before initial use.

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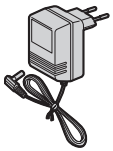
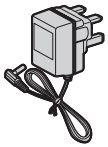
Before Initial Use

Please read "Important Information" on page 52 before use. Read and understand all instructions.

◆ *Registration*

Your PS (Portable Station) must be registered in the Business Telephone System and you have to determine the extension number before initial use.

◆ *Accessories (included)*

<table>
<tr>
<td>☐ AC adaptor
For the KX-TCA255CE users:
KX-TCA1CE
 
One
For the KX-TCA255E users:
KX-TCA1E
 
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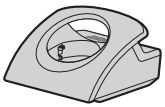
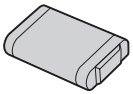
<td>☐ Charger
 
One</td>
<td>☐ Belt Clip

One</td>
</tr>
<tr>
<td>☐ Battery Cover

One</td>
<td>☐ Battery
(N4HHGMB00007)
 
One</td>
<td>☐ CD-ROM..... One
☐ Quick Guide..... One</td>
</tr>
</table>

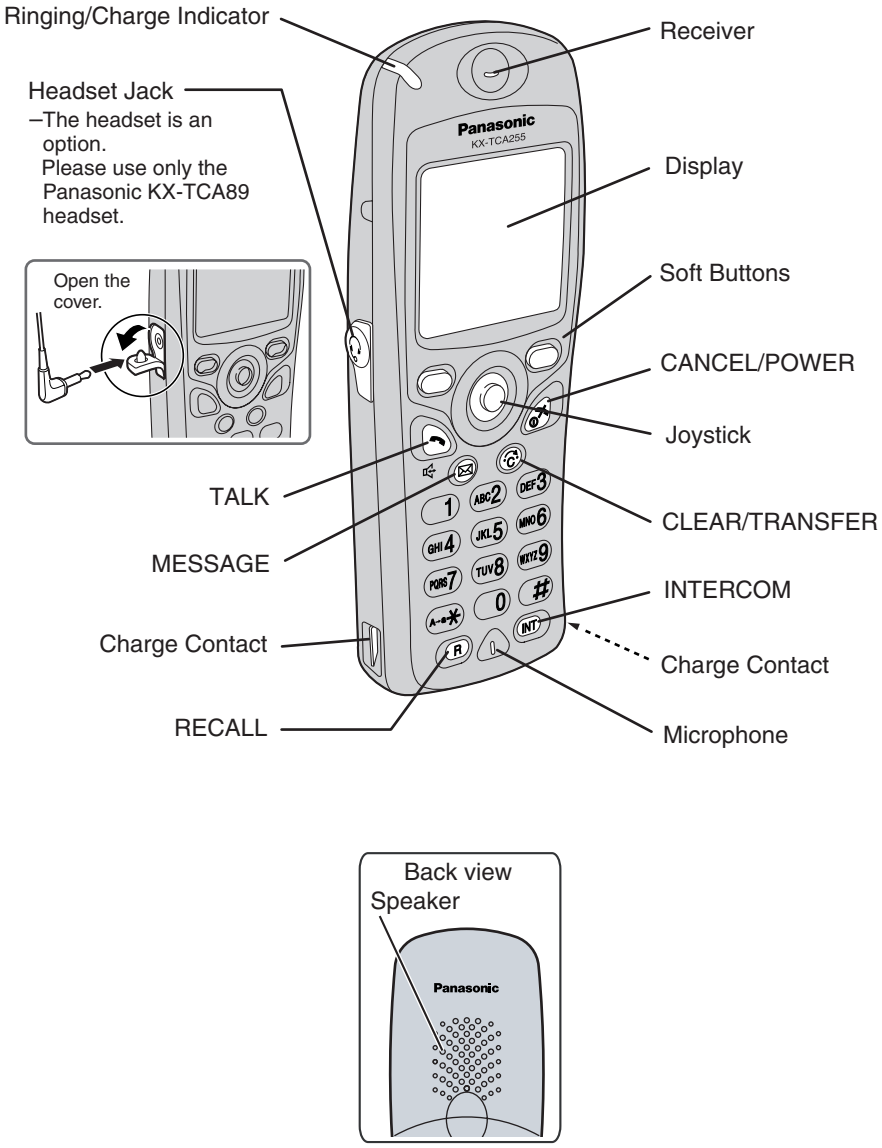
• In this manual, the suffix of each model number is omitted.

The following features described in this manual are not available when the PS is used with a Panasonic KX-TD816/KX-TD1232 Business Telephone System:

• Incoming Call Distribution Group (ICD-Group) - Incoming Call Log Group, Group Calls, etc.

• 12 flexible keys (Three flexible keys are available.)

Location of Controls



TALK Button:
Used to make or receive calls, or to establish a hands-free conversation.

Joystick:
Used to adjust the ringer/receiver volume, select the Function mode and the function displayed directly above, and move the cursor to select a desired item.

MESSAGE Button:
Used to leave a message waiting indication or call back the party who left the message waiting indication.

RECALL Button:
Used to disconnect the current call and make another call without hanging up, or answer Call Waiting from the telephone company.

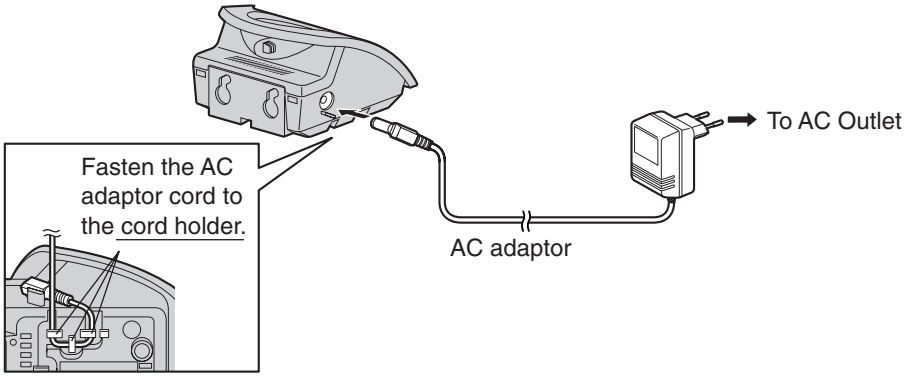
INTERCOM Button:
Used to make or receive intercom calls.

CLEAR/TRANSFER Button:
Used to clear digits or characters, or transfer a call to another party.

CANCEL/POWER Button:
Used to end calls, exit the Phonebook or Function mode, or turn on/off the PS.

Soft Buttons:
Used to select the function displayed directly above each button. Functions displayed depend on the state of use.

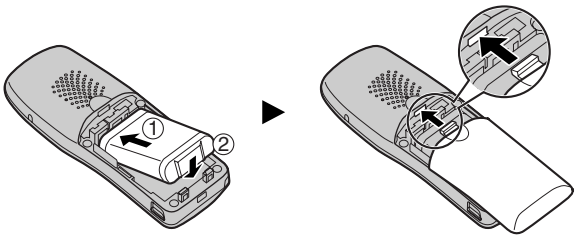
Connection



- USE ONLY the Panasonic AC ADAPTOR.
  For the KX-TCA 255CE users: KX-TCA1CE
  For the KX-TCA 255E users: KX-TCA1E

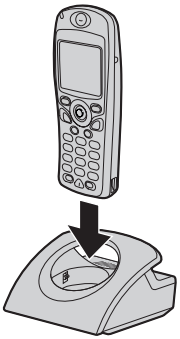
Battery Installation

Insert the battery as shown. Close the cover as indicated by the arrow. The PS will turn on automatically.



Battery Charge

At the time of shipment, the battery is not charged. **Please charge the battery for about 5 ½ hours before initial use.**



- When the battery has been completely charged, the charge indicator will change from red to green. Refer to “Battery Information” on page 52.
- It is normal for the PS and charger to feel warm while the battery is charging.
- Keep devices sensitive to magnetic fields away from the charger.

Before Operating the PS

Power On/Off

Power On	Power Off
Press **POWER** for about 2 seconds.	Press **POWER** for about 2 seconds. The display will go blank.

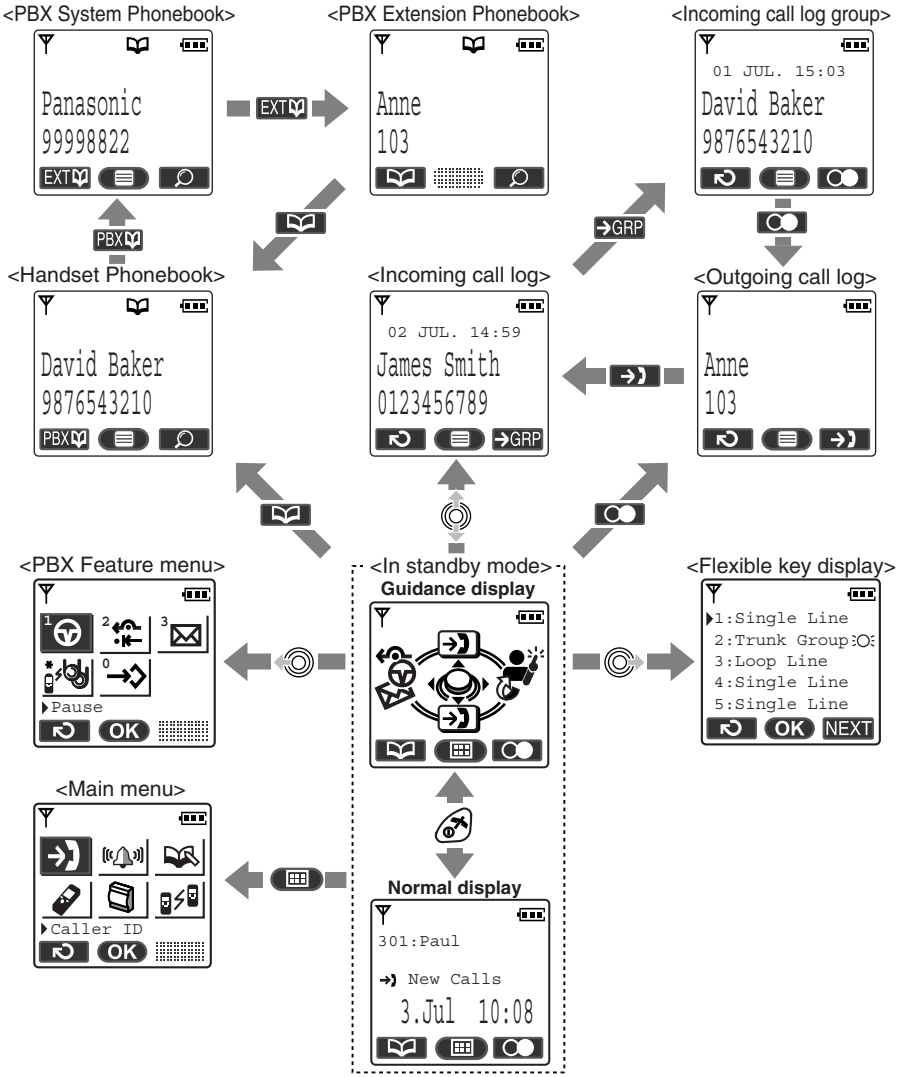
- When the PS is turned on, it will be in standby mode. Standby mode is the state of the PS when it is not performing any operations and is awaiting calls.

Display Icons

- Within range of a Cell Station
- Out of range, No registration
- Intercom Indicator
- Off-hook Status
- Message Waiting
- Phonebook Mode
- Battery Strength
- Hot Line ON
- Ringer Volume OFF
- Vibration ON
- Meeting Mode
- Call Forwarding
- Do Not Disturb

Operation Outline

Functions of the PS are accessed through the display menu, and selected with the joystick and soft keys. The guidance display is shown in standby mode for easy operation.



- You cannot toggle the displays while in key lock mode or while the PS is on a charger.
- You can select whether the guidance display is shown or not. (See page 43.)

Function Menu Display

Press the joystick to display the function menu.

Main menu – while in standby mode

Caller ID:
Displays the incoming call log.

Ringer Option:
Accesses to the "Ringer Option".

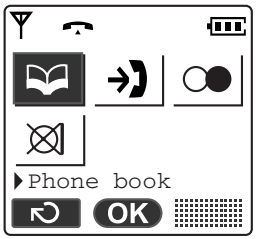
New Phonebook:
Stores a new item in the Handset Phonebook.

Setting Handset:
Accesses to the "Setting Handset".

PBX Program:
Enters the PBX programming mode.

Walkie-Talkie:
Sets or turns on/off the Walkie-Talkie mode.
(See page 48.)

Sub menu – while in off-hook/during a conversation



Phone book:
Accesses to the Handset Phonebook.

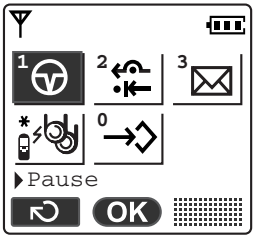
Caller ID:
Displays the incoming call log.

Redial:
Displays the outgoing call log.

Mute:
Turns the microphone on/off.

PBX Feature Menu

Functions of the PS can be activated through the display key list.
Move the joystick left to display the key list.



Pause:
Inserts a dialling pause.

FWD/DND:
Sets Call Forwarding or Do Not Disturb.

Message:
Used to leave a message waiting indication or call back the party who left you a message waiting indication.

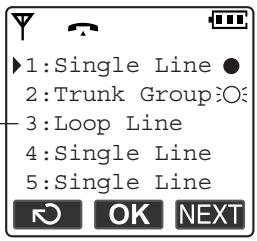
Search Wave:
Searches the strongest radio signal coming from the Cell Station.

PBX Program:
Enters the PBX programming mode.

Flexible Key Display

A flexible key can be used either to seize a line in order to make or receive an outside call (F-CO key), or used as a function key. Move the Joystick right to display the flexible key list. Here you can access the 12 flexible keys. The icon shown beside each F-CO key indicates line status similarly to the LED indicators on a Proprietary Telephone; ● is the same as a green LED; ○ is the same as a red LED.

Example:



key number

Understanding the Icons for the F-CO key*

- ● (on): You are currently using this line.
- ● (flashing rapidly): You have an incoming call on this line.
- ● (flashing slowly): You have a call on hold on this line.
- ○ (on): This line is in use by someone else.
- ○ (flashing rapidly): There is an incoming call received by an incoming call distribution group to which "Ring" is set as the group call distribution method.
- ○ (flashing slowly): Someone has a call on hold on this line.
- (no icon): This line is idle.

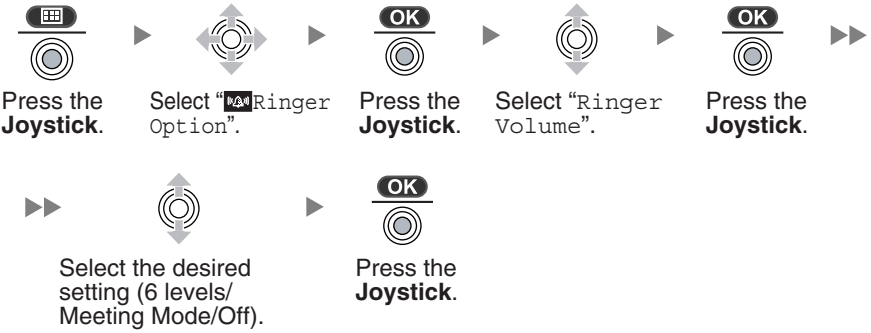
- * The meanings of these icons vary depending on the status of the CO line.
- For further information, refer to "LED Indication" in the KX-TDA series/ KX-TD816/KX-TD1232 Business Telephone System Feature Guide.
- To select a key, press its key number, or move the Joystick to select the desired key then press OK.
- To assign a function to a flexible key, see page 46.

Soft Key Display

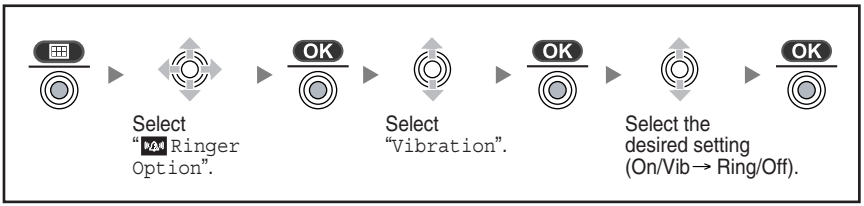
Icons and information shown on the display will vary depending on the state of use. To select an item shown on the display, press the corresponding soft buttons.

- Opens the Handset Phonebook.
- Opens the main menu.
- Opens the function menu.
- Displays the outgoing call log.
- OK — Used to confirm the entry.
- Turns the ringer off.
- PBX — Opens the PBX System Phonebook.
- EXT — Opens the PBX Extension Phonebook.
- Opens the incoming call log.
- GRP — Opens the incoming call log group.
- NEXT — Displays the next screen.
- CLR — Clears digits or characters.
- P — Inserts a dialling pause.
- Returns to the previous screen.
- 12/24 — Used to set the time for memo alarm.
- H/S — Displays the caller information stored in the Handset Phonebook while receiving a call.
- PBX — Displays the caller information stored in the system while receiving a call.
- Used to clear the memo alarm display setting, or enter an X when storing the "Line Access CD".
- Used to select an item when in setting mode.
- ABC — Displayed when in ABC (Alphabetic) character entry mode.
- 0-9 — Displayed when in 0-9 (Numeric) character entry mode.
- ABΓ — Displayed when in ABΓ (Greek) character entry mode.
- AÄÅ — Displayed when in AÄÅ (Extended 1) character entry mode.
- SŚŠ — Displayed when in SŚŠ (Extended 2) character entry mode.
- Displayed when in key lock, and used to unlock the dialling buttons.
- Used to search for an item in the Phonebook alphabetically.
- Used to place a call on hold.
- Used to establish a multiple-party conversation.

Ringer Volume Adjustment



- In Meeting Mode: Vibration only/Key tone off/Microphone volume high
- You can select whether the PS will vibrate while receiving a call.



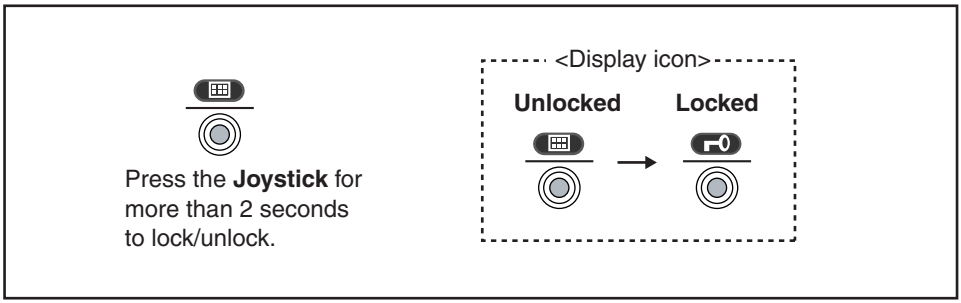
Receiver/Speaker Volume Adjustment

During a conversation

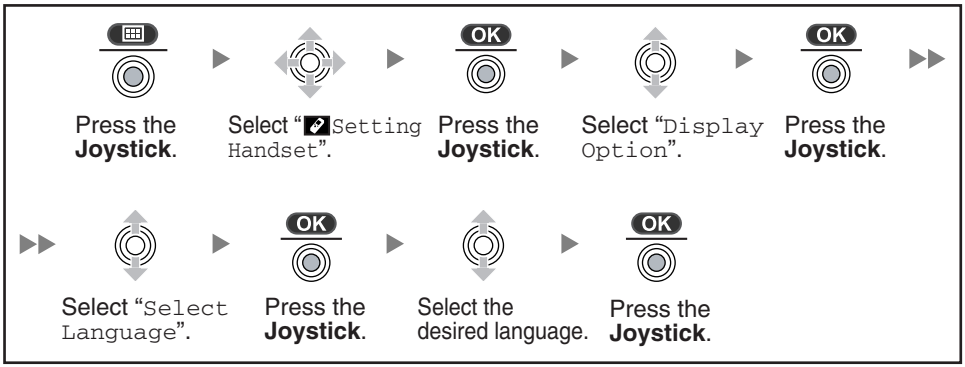
Move the **Joystick UP** or **DOWN** to adjust the volume.
(Receiver Volume - 3 levels, Speaker Volume - 6 levels)

Key Lock

You can lock the dialling buttons while the PS is in idle status.

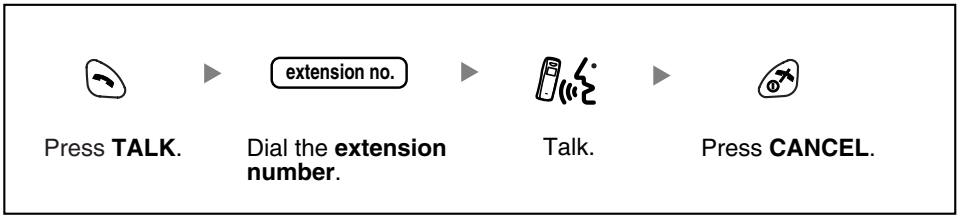


Selecting the Display Language



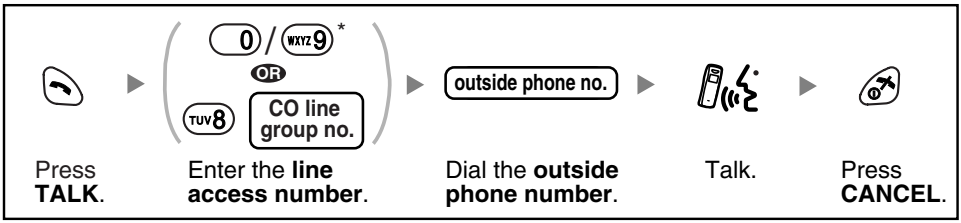
- You can select one of the 16 languages below or "Auto":
  Deutsch, English, Español, FRANCAIS, Italiano, Dansk, Nederlands, Svenska, Suomi, EΛΛHNIKA, Magyar, Português, Polski, slovensky, čeština, Hrvatski
- When set to "Auto", the language settings of the Business Telephone System will be used automatically.
- The display language of both the PS and Business Telephone System can be selected, and both should be set to the same language. Refer to the Business Telephone System User manual for more details.

Calling Another Extension

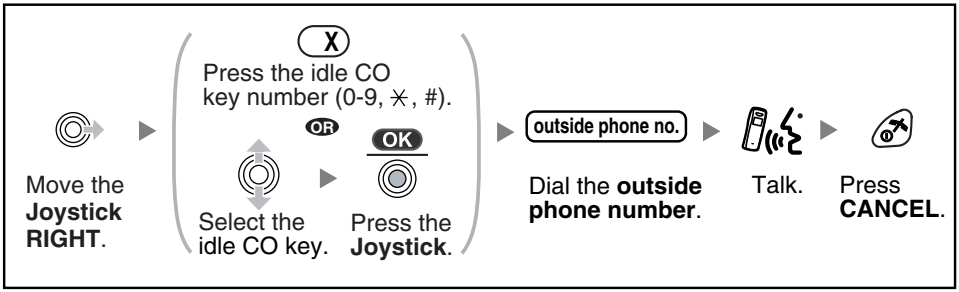


Calling an Outside Party

Using the line access numbers



Using Flexible CO keys

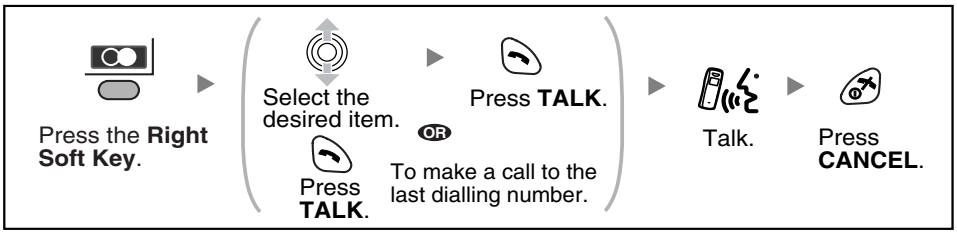


- * The line access number (default) varies depending upon Country/Area. Consult your dealer for more details.
- You can confirm a number was dialled correctly before calling (**Predialling**) by entering the number, then pressing .
- To clear an entire number while predialling, press and hold .
- If " " flashes, move closer to the Cell Station and dial again.
- To cancel dialling, press .

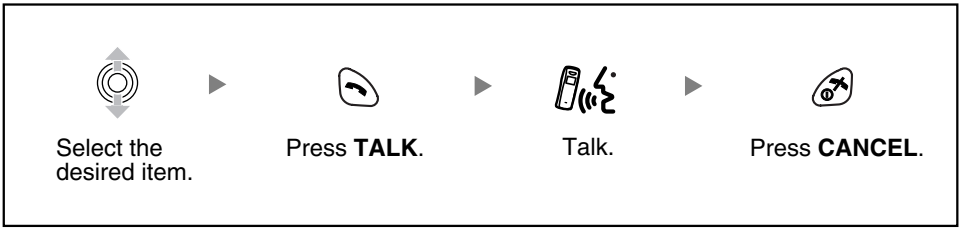
Using the Call Log

Feature	Display Icon	Description
Outgoing Call Log		You can make a call using the phone numbers you have dialled previously.
Incoming Call Log		You can make a call using the phone numbers of calls you have received.
Incoming Call Log Group	GRP	You can make a call using the phone numbers of calls that incoming call distribution groups have received.

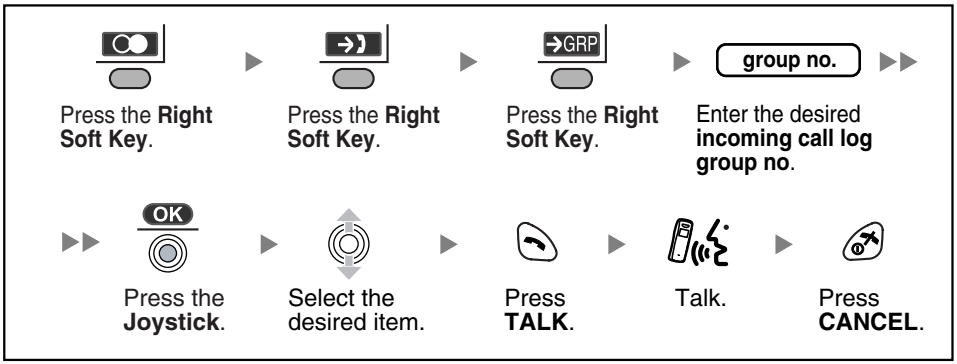
Using the Outgoing Call Log



Using the Incoming Call Log



◆ *Using the Incoming Call Log Group*

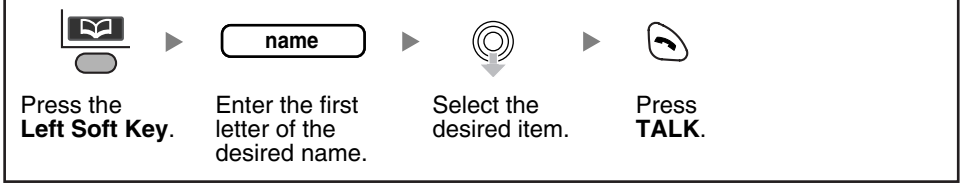


- An outside number stored with a name in the Handset Phonebook will be displayed by number and name in the call log.
- When a call is made using the PBX System Phonebook, the called party's name is not stored in the Outgoing Call Log. To log the name as well as the number, copy the item into the Handset Phonebook before dialling it. (See page 27.)

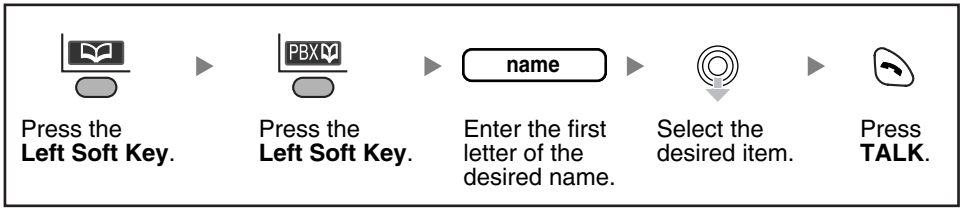
Using the Phonebook

Feature	Display Icon	Description
Handset Phonebook		You can make a call using the numbers stored in the Handset Phonebook.
PBX System Phonebook	PBX	You can make a call using the numbers stored in the Business Telephone System.
PBX Extension Phonebook	EXT	You can make a call using the extension numbers stored in the Business Telephone System.

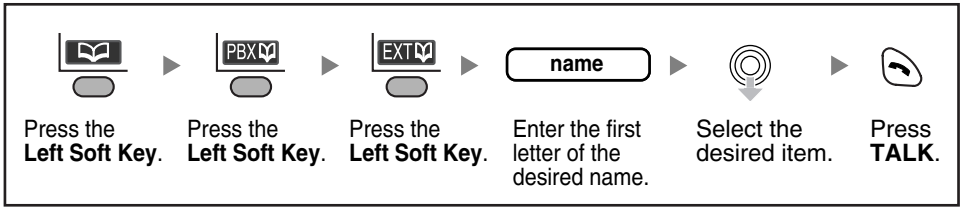
Using the Handset Phonebook



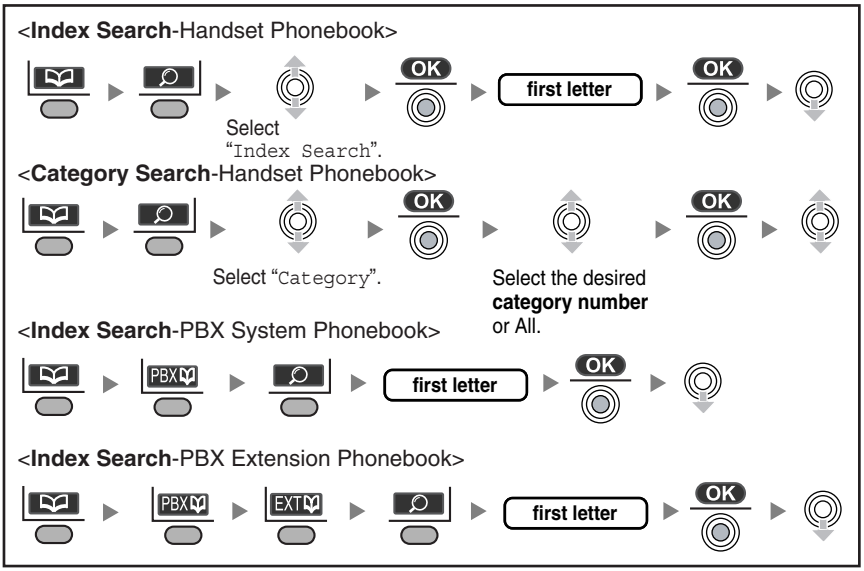
Using the PBX System Phonebook



Using the PBX Extension Phonebook



• You can search for an item stored in the Phonebook, as shown below:



• To enter characters, see page 29.

Hot Key Dial

You can make a call by simply pressing the assigned number as hot key.

Press and hold the dialling button assigned as a hot key.

Press **TALK**.

• To assign a phone number as hot key, see page 29.

Intercom Calls/Outside Calls/Group Calls

While receiving a call

Intercom Calls/Outside Calls/Group Calls

To answer a call when the PS is ringing

Press **TALK**. ▶ Talk. ▶ Press **CANCEL**.

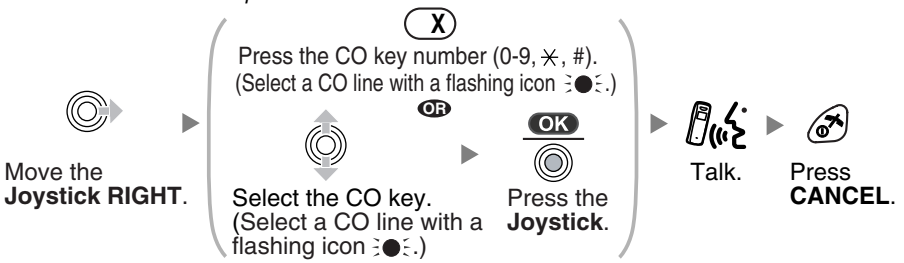
Intercom Calls

To answer a call when the PS is ringing

Press **INTERCOM**. ▶ Talk. ▶ Press **CANCEL**.

Outside Calls

To answer a call on a specific line


X
Press the CO key number (0-9, ✳, #).
(Select a CO line with a flashing icon ⋮●⋮.)
OR
OK
Move the Joystick RIGHT.
Select the CO key. (Select a CO line with a flashing icon ⋮●⋮.)
Press the Joystick.
Talk.
Press CANCEL.

- You can also answer a call as follows:
  - **Auto Talk** (See page 44.)
  - **Any Key Answer** (See page 44.)
  - **Auto Answer** (See page 44.)

Temporary Ringer Volume Adjustment

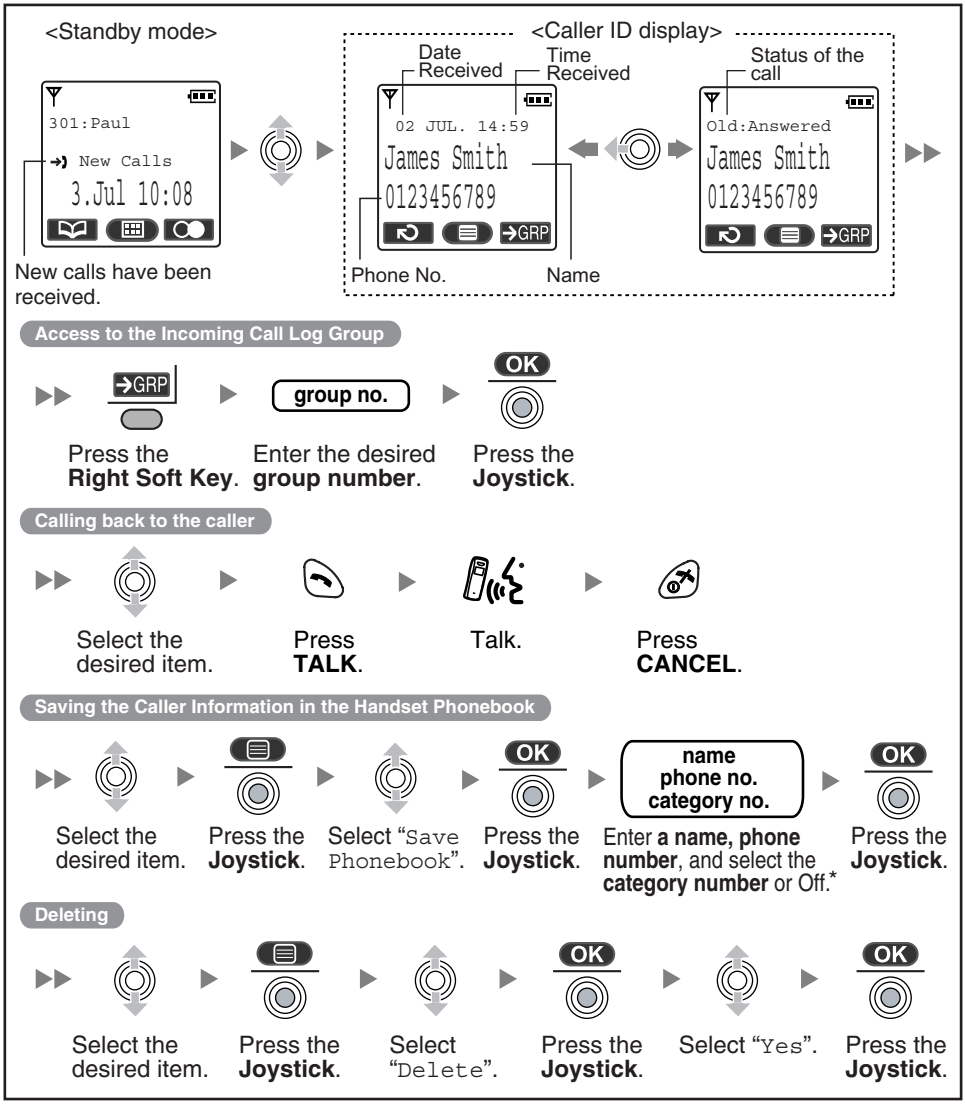
While receiving a call

Move the **Joystick UP** or **DOWN** to adjust the volume.

Press the **Joystick** to turn the ringer off.

Caller ID

If an outside call which contains Caller ID information is received, this information will be logged in the incoming call log.



• * Press OK to confirm each entries.

During a Conversation

Transferring a Call

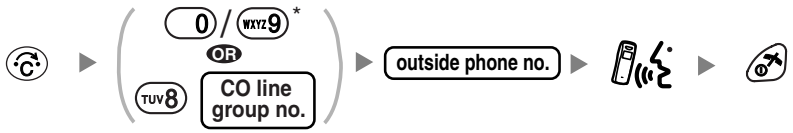
Transferring to an extension

During a conversation

Press **CLEAR/ TRANSFER**. | Dial the **extension number**. | Talk. | Press **CANCEL**.

Transferring to an outside party

During a conversation



Press **CLEAR/ TRANSFER**. | Enter the **line access number**. | Dial the **outside phone number**. | Talk. | Press **CANCEL**.

- * The line access number (default) varies depending upon Country/Area. Consult your dealer for more details.
- To return to the call before the transfer destination answers, press C.

Holding

To hold (Regular Hold)

During a conversation

Press the **Left Soft Key**.

◆ *To hold (Exclusive Call Hold)*

You can hold a call exclusively so that other people cannot retrieve the call.

During a conversation

Press the **Left Soft Key**.

Press the **Left Soft Key** again.

- The method used to hold a call depends on the Call Hold mode (Regular Hold/ Exclusive Call Hold). Ask your manager what the current mode is.
- When you hold several outside line calls, you need to assign the CO keys (Single Line/Group Line/Loop Line/ICD Group) to a flexible key as necessary, beforehand.

◆ *To retrieve a call*

Intercom Calls

INT

Press **INTERCOM**.

Outside Calls

Move the **Joystick RIGHT**.

X

Press the CO key number (0-9, ✳, #). (Select a CO line with a flashing icon ⟩●⟨.)

OR

Select the CO key. (Select a CO line with a flashing icon ⟩●⟨.)

OK

Press the **Joystick**.

During a Conversation

Hands-free Conversation

You can talk with the calling party alternately through the speaker without holding the PS.

During a conversation

Press **TALK** to toggle between the two conversation modes (Hands-free/Receiver).

- If you put the PS on the charger during a conversation, the call will be disconnected.

Turning the Microphone On/Off

During a conversation

Press the **Joystick**.

Select “ Mute”.

Press the **Joystick**.

Handset Phonebook

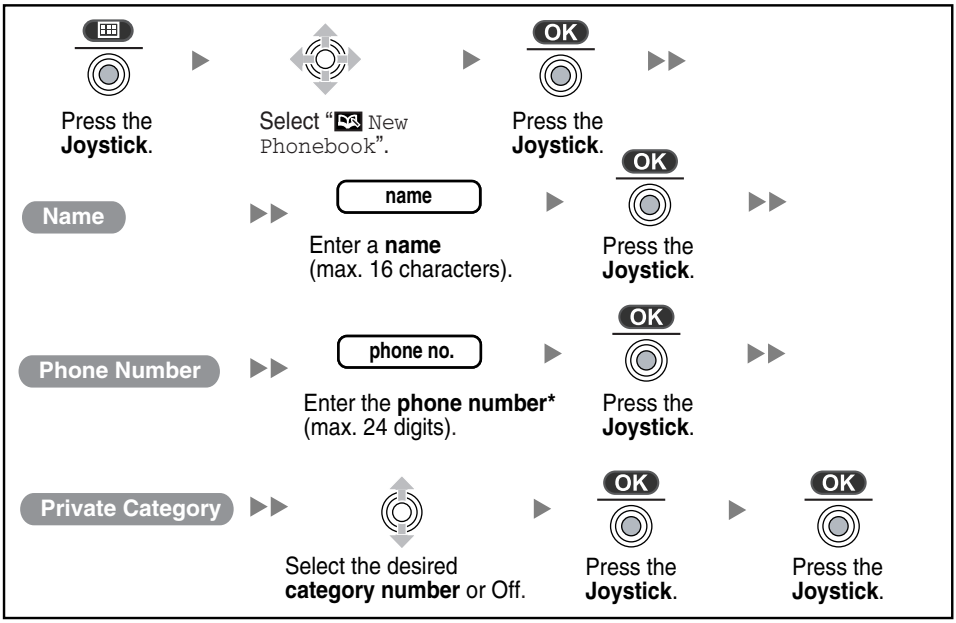
You can store up to 200 items with names, phone numbers and category numbers in the handset for easy access. All directory items are stored in alphabetical order.

Incoming Call Identification

You can organise entries in the Handset Phonebook into one of 9 categories. A call from someone stored in one of these categories will be indicated by the ringer type, light (LED) colour pattern assigned to the category.

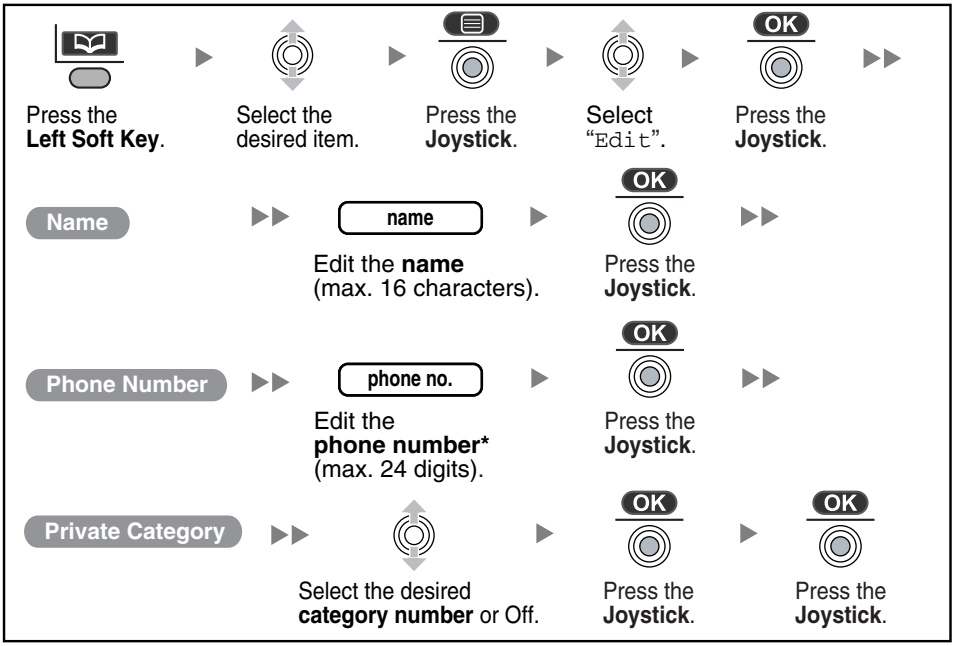
Item	Setting
Ringer pattern	15 ringer type (See page 42.)
LED colour pattern	3 patterns (See page 42.)

Storing a new item



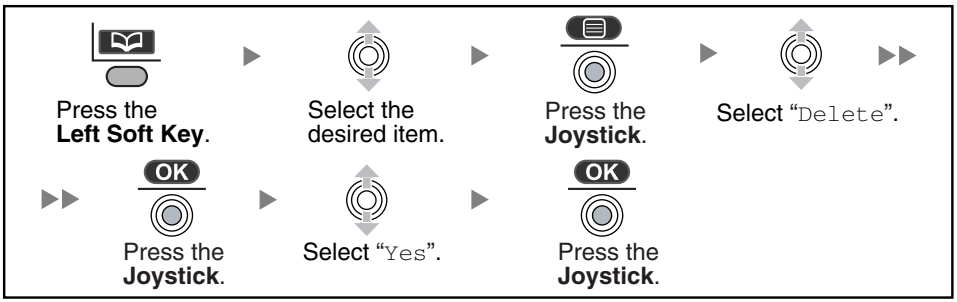
- To enter characters, refer to page 29.
- * The valid digits are "0" through "9", " ✳ ", "#", PAUSE.
- When storing numbers for outside parties, you should store a line access number with each number.

◆ *Editing*



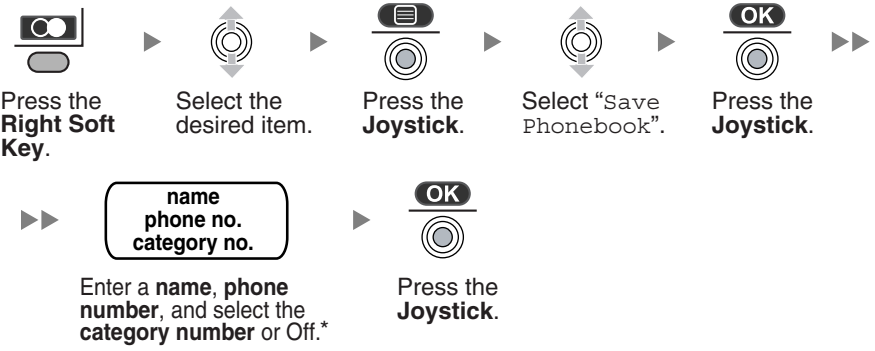
- To enter characters, refer to page 29.
- * The valid digits are "0" through "9", "✳", "#", PAUSE.
- To change a character or digit, press ◁▷ to highlight it, press C to delete it, then enter the new character or digit.
- To clear an entire line, press and hold C.
- To move the cursor to the left or right, press ◁ or ▷, respectively.

◆ *Deleting*

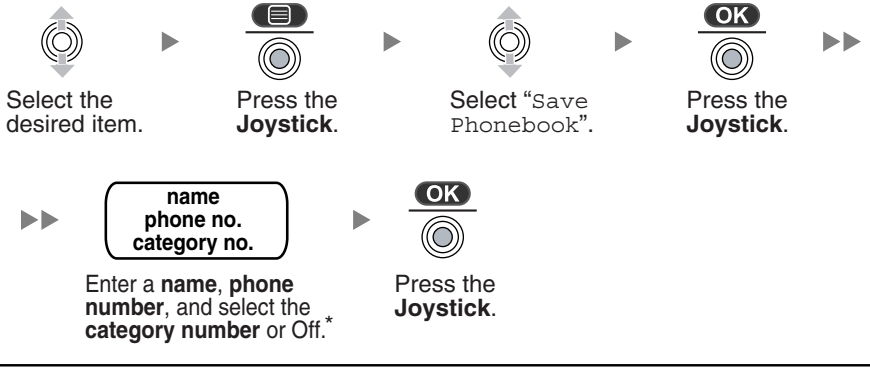


Storing an item in the Handset Phonebook

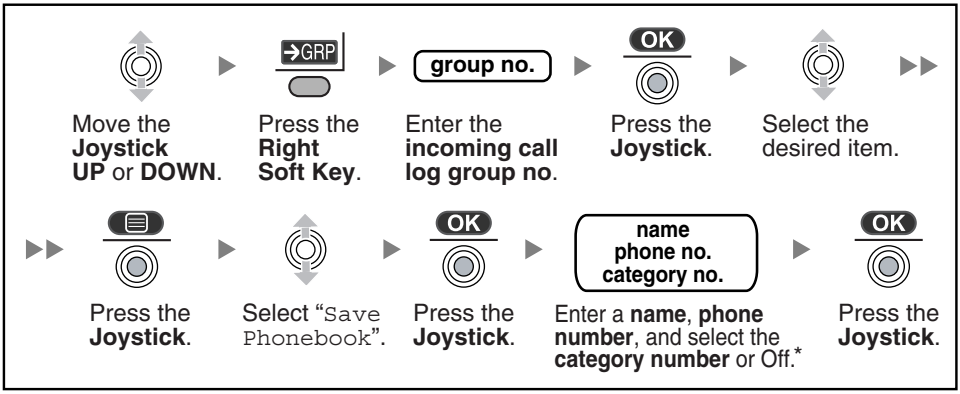
Using the Outgoing Call Log



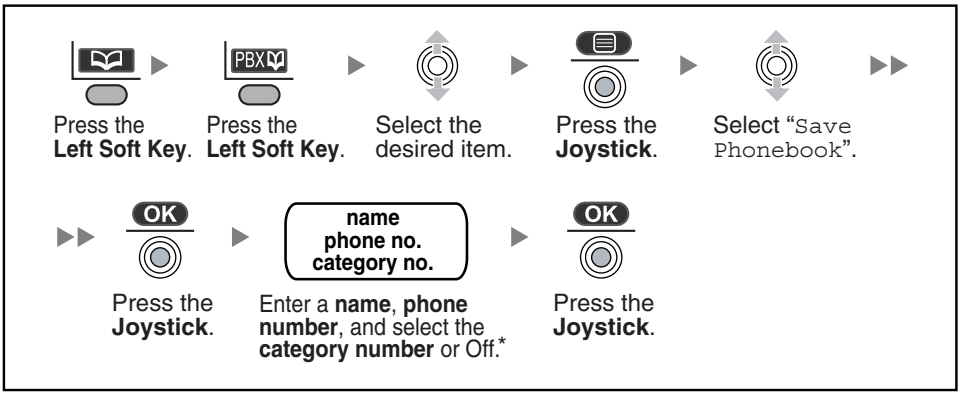
Using the Incoming Call Log



◆ *Using the Incoming Call Log Group*



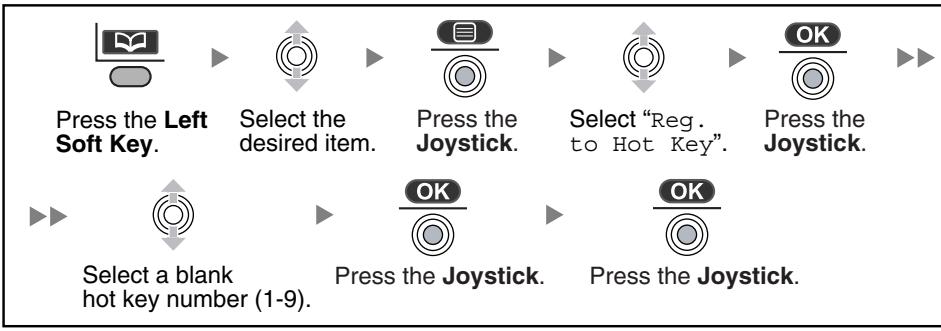
◆ *Using the PBX System Phonebook*



- * Press OK to confirm each entries.
- When storing an outside phone number, the line access number will be stored automatically. The line access number must be identical to the PS's "Line Access CD" setting (Call Option). (See page 43.)

Hot Key Dial

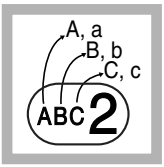
The phone numbers stored in the Handset Phonebook can be assigned as hot key.



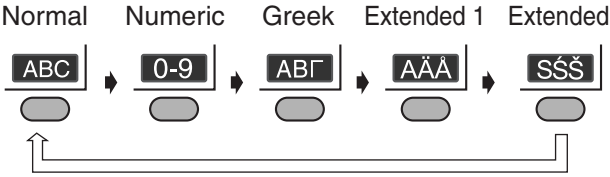
- A "✓" will be displayed next to hot key numbers which have a phonebook item registered to them.

Entering Characters

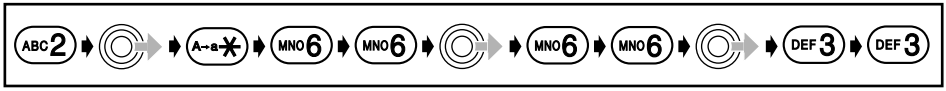
You can enter characters and digits using the dialling buttons.
You can select one of 5 character modes by pressing the **Right Soft Key** while entering a name. The function icon above the soft key displays the current character mode.
See "Character Mode Table" (page 31) for available characters.



To change the character mode while editing a name in the phonebook, press the **Right Soft Key**.



Example: To enter "Anne" in Normal Mode.



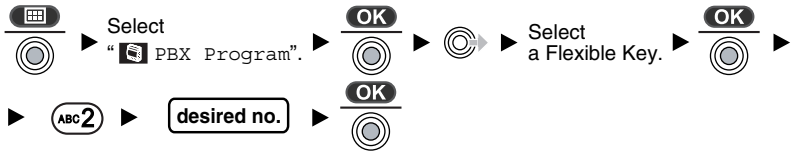
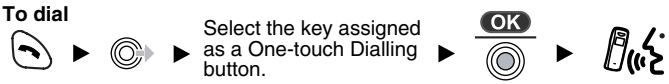
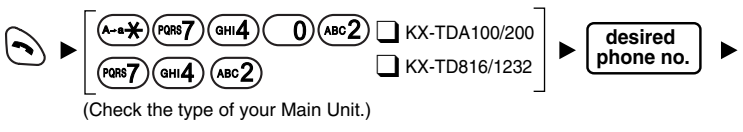
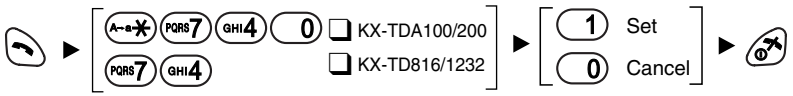
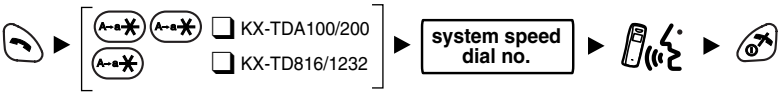
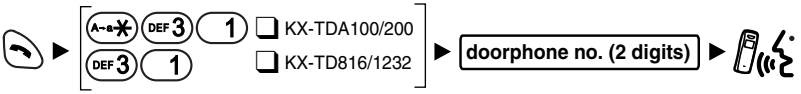
- To enter a character located on the same dialling button as the previous character, move the cursor by moving the Joystick , then enter the desired character.
- If you enter a different character by mistake, move the Joystick to highlight the character, press C to delete it, then enter the correct character.
- To clear an entire line, press and hold C.
- To move the cursor, move the Joystick .

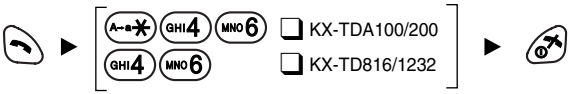
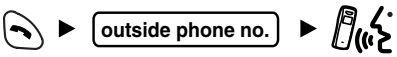
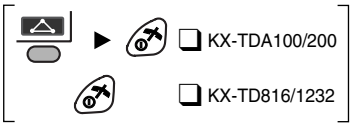
Buttons	ABC (Alphabet)	0–9 (Numeric)	ABΓ (Greek)	AÄÅ (Extended 1)	SŚŠ (Extended 2)
1	Space # & ' ( ) ✳ , – . / 1	1	Space # & ' ( ) ✳ , – . / 1		
2	A B C 2	2	Α Β Γ 2	A À Á Â Ã Ä Å Æ B C Ç 2	A Á Ä Ą B C Ć Č 2
	a b c 2			a à á â ã ä å æ b c ç 2	a á ä Ą b c Ć Č 2
3	D E F 3	3	Δ E Z 3	D E È É Ê Ë Ě F 3	D Ď E É Ę Ě F 3
	d e f 3			d e è é ê ë ě f 3	d ď e é Ę ě f 3
4	G H I 4	4	Η Θ Ι 4	G Ğ H I Ì Í Î Ï Ĩ İ Ǐ 4	G H I Í 4
	g h i 4			g ğ h i ì í î ï ĩ ı ǐ 4	g h i í 4
5	J K L 5	5	Κ Λ Μ 5	J K L 5	J K L Ł Ĺ Ľ 5
	j k l 5			j k l 5	j k l Ł Ĺ Ľ 5
6	M N O 6	6	Ν Ξ Ο 6	M N Ñ O Ò Ó Ô Õ Ö ø 6	M N Ń Ň O Ó Ö Ő 6
	m n o 6			m n ñ o ò ó ô õ ö ø 6	m n Ń ň o ó ö ő 6
7	P Q R S 7	7	Π Ρ Σ 7	P Q R S Ş ß 7	P Q R Ŕ Ř S Ś Š 7
	p q r s 7			p q r s Ş ß 7	p q r Ŕ ř s Ś Š 7
8	T U V 8	8	Τ Υ Φ 8	T U Ù Ú Û Ü Ũ V 8	T Ť U Ú Ü Ű ů V 8
	t u v 8			t u ù ú û ü ũ v 8	t ť u ú ü ű ů v 8
9	W X Y Z 9	9	Χ Ψ Ω ϑ 9	W Ŵ X Y ŷ Z 9	W X Y ỳ Ý Z Ź Ż Ž 9
	w x y z 9			w Ŵ x y ŷ z 9	w x y ỳ ý z Ź Ż Ž 9
0	Space 0	0	Space 0		

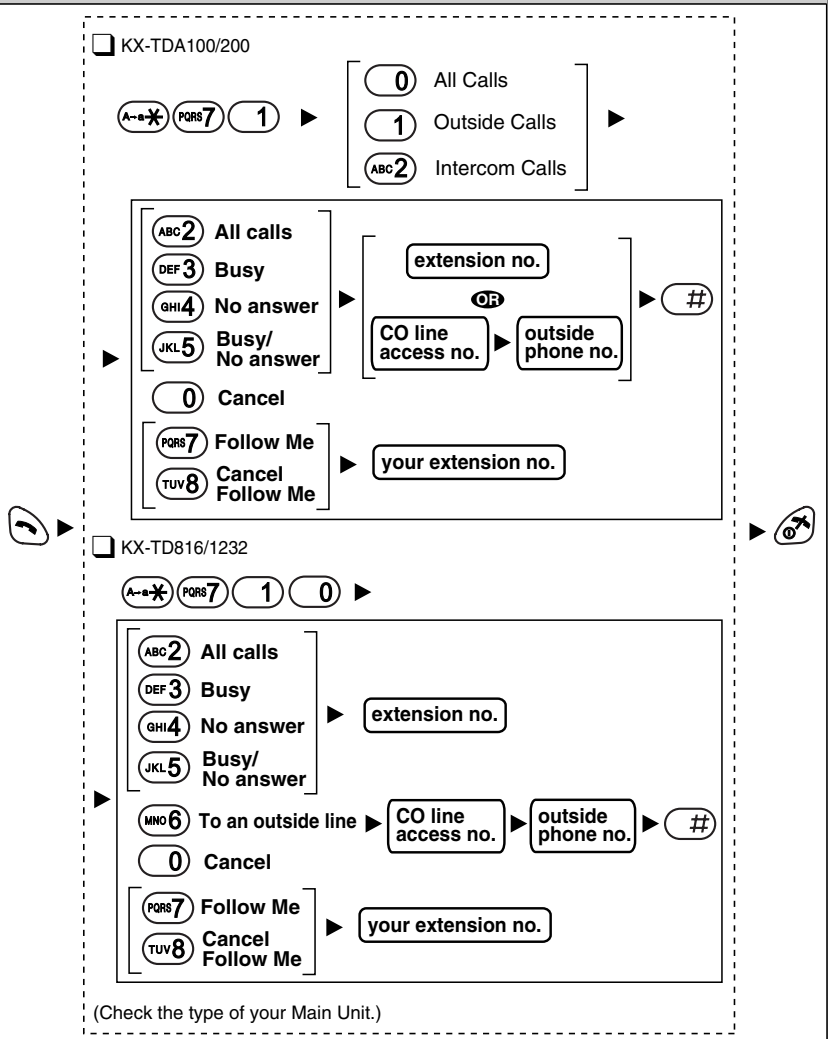
- The following letters of Greek, Polish, Czech and Slovakian are not available:
  ą ć č ď ę Ě ł Í Ľ ń Ø ŕ ş ś š ť ŵ Ỳ Ŷ ź ż ž
  Then same letter as capital (or small) will be displayed.
- Press ✳ to change between uppercase and lowercase.

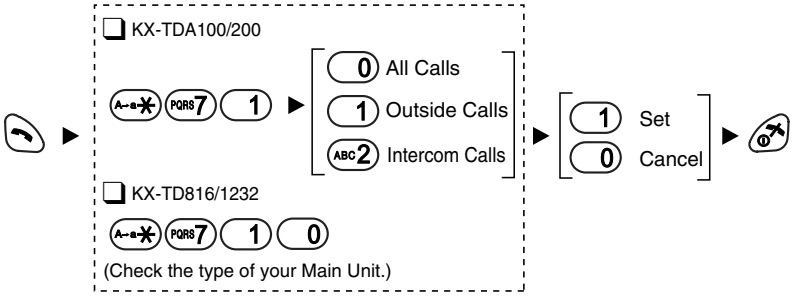
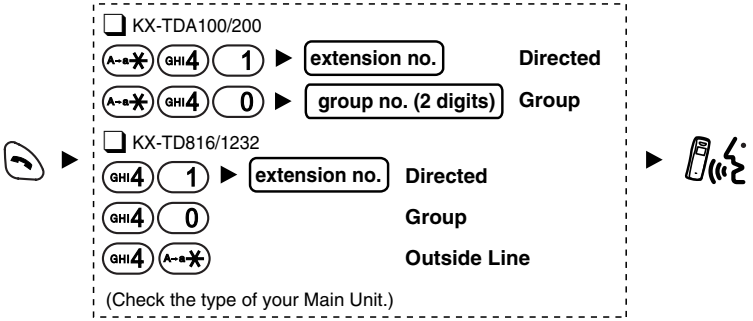
Feature List

R.B. Tone: Ringback Tone ICD Group: Incoming Call Distribution Group
PIN: Personal Identification Number

Feature	Operation
Making Calls	
One-touch Dialling	**To store** 
	To dial 
Hot Line	**To store**  (Check the type of your Main Unit.)
	To set/cancel  (Check the type of your Main Unit.)
	To dial
Operator Call	
System Speed Dialling	**To dial**  (Check the type of your Main Unit.)
Doorphone Call	 (Check the type of your Main Unit.)

Feature	Operation
Making Calls	
Automatic Callback Busy	**To set** *While hearing a busy tone* **To cancel**  ❑ KX-TDA100/200 ❑ KX-TD816/1232 (Check the type of your Main Unit.) **To answer from an idle extension** *While hearing a callback ring* R.B. Tone **To answer from an idle outside line** *While hearing a callback ring*  outside phone no.
During a Conversation	
Multiple Party Conversation	**To add another party during a conversation** desired phone no. Talk to the new party. Talk with multiple parties. **To leave a conference**  ❑ KX-TDA100/200 ❑ KX-TD816/1232 (Check the type of your Main Unit.)

Feature	Operation
Useful Features	
Call Forwarding	

Feature	Operation
Useful Features	
Do Not Disturb	
Call Pickup	
Sending a Call Waiting Tone*1	*While hearing a busy tone* 1 ▶ Wait for an answer. ▶

Feature	Operation
Useful Features	
Call Waiting	❑ KX-TDA100/200 **To set/cancel for intercom calls** A–a–✱ PQRS 7 DEF 3 1 ▶ [0 No call / 1 Set] **To set/cancel for outside calls** A–a–✱ PQRS 7 DEF 3 ABC 2 ▶ [0 No tone / 1 Tone] ▶ ☎ ❑ KX-TD816/1232 PQRS 7 DEF 3 1 ▶ [1 Set / 0 Cancel] (Check the type of your Main Unit.)
	To talk to the second party *While hearing a call waiting tone* ▶ [▶ OK / OR / INT] ▶

Useful Features

Paging

To page

❑ KX-TDA100/200

A–a–✱ DEF 3 DEF 3 ▶ **paging group no.**

❑ KX-TD816/1232

DEF 3 DEF 3 0	**All extensions**
DEF 3 DEF 3 ▶ **paging group no.**	**Group**
DEF 3 ABC 2 0	**All external speakers**
DEF 3 ABC 2 ▶ **paging group no.**	**Specific external speaker**
DEF 3 DEF 3 A–a–✱	**All extensions & external speakers**

(Check the type of your Main Unit.)

▶ ▶ Wait for an answer. ▶

Announce.

To answer

❑ KX-TDA100/200

A–a–✱ GHI 4 DEF 3

❑ KX-TD816/1232

GHI 4 DEF 3	**Through a telephone speaker**
GHI 4 ABC 2 ▶ **external speaker no.**	**Through an external speaker**

(Check the type of your Main Unit.)

▶

Absent Message

To set

❑ KX-TDA100/200

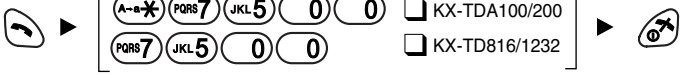
A–a–✱ PQRS 7 JKL 5 0 ▶ **message no. (1-9)** ▶ **parameter (if required)** ▶ # ▶

❑ KX-TD816/1232

PQRS 7 JKL 5 0 ▶ **message no. (1-9)** ▶ **parameter (if required)**

(Check the type of your Main Unit.)

To cancel



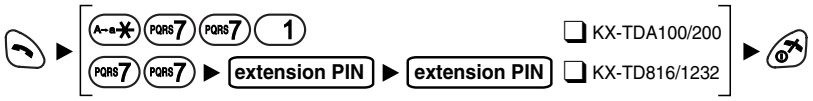
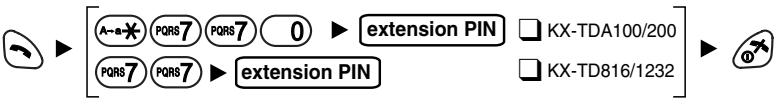
A–a–✱ PQRS 7 JKL 5 0 0 ❑ KX-TDA100/200

PQRS 7 JKL 5 0 0 ❑ KX-TD816/1232

(Check the type of your Main Unit.)

Feature List

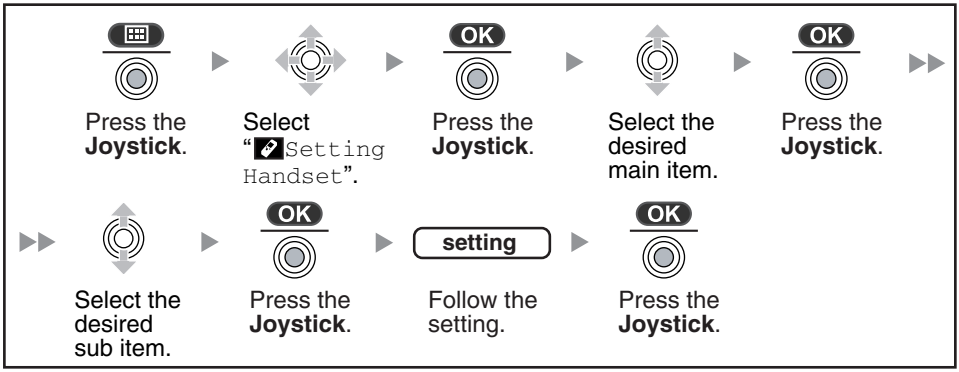
Feature	Operation
Useful Features	
Log-in/ Log-out	❑ KX-TDA100/200 A-a-✱ PQRS7 DEF3 MNO6 1 For Log-in A-a-✱ PQRS7 DEF3 MNO6 0 For Log-out ▶ [ICD Group extension no. Specified / A-a-✱ All] ▶ ❑ KX-TD816/1232 GHI4 JKL5 1 For Log-in GHI4 JKL5 0 For Log-out (Check the type of your Main Unit.)
Extension Setting Clear	▶ [A-a-✱ PQRS7 WXYZ9 0 ❑ KX-TDA100/200 / PQRS7 WXYZ9 0 ❑ KX-TD816/1232] ▶ (Check the type of your Main Unit.)
Message Waiting — Caller	**To leave a message waiting indication** *When the called extension is busy or does not answer* ✉ OR GHI4 ▶
Message Waiting — Caller	**To cancel a message waiting indication** ▶ [A-a-✱ PQRS7 0 0 ❑ KX-TDA100/200 / PQRS7 0 0 ❑ KX-TD816/1232] ▶ extension no. ▶ (Check the type of your Main Unit.)
Message Waiting — Called extension	**To call back** ▶ ✉ OR [A-a-✱ PQRS7 0 ABC2 ❑ KX-TDA100/200 / PQRS7 0 ABC2 ❑ KX-TD816/1232] ▶ (Check the type of your Main Unit.)

Feature	Operation
Useful Features	
Extension Lock*2	**To lock**  (Check the type of your Main Unit.) **To unlock**  (Check the type of your Main Unit.)

- *1 You cannot send a call waiting tone when:
  - the called party has not set the Call Waiting feature.
  - the called party has set the Data Line Security feature.
- *2 If an extension PIN has not been set for the PS, the extension cannot be locked. (Refer to the Business Telephone System User Manual)
- For further information, refer to the Business Telephone System User Manual or consult your dealer.

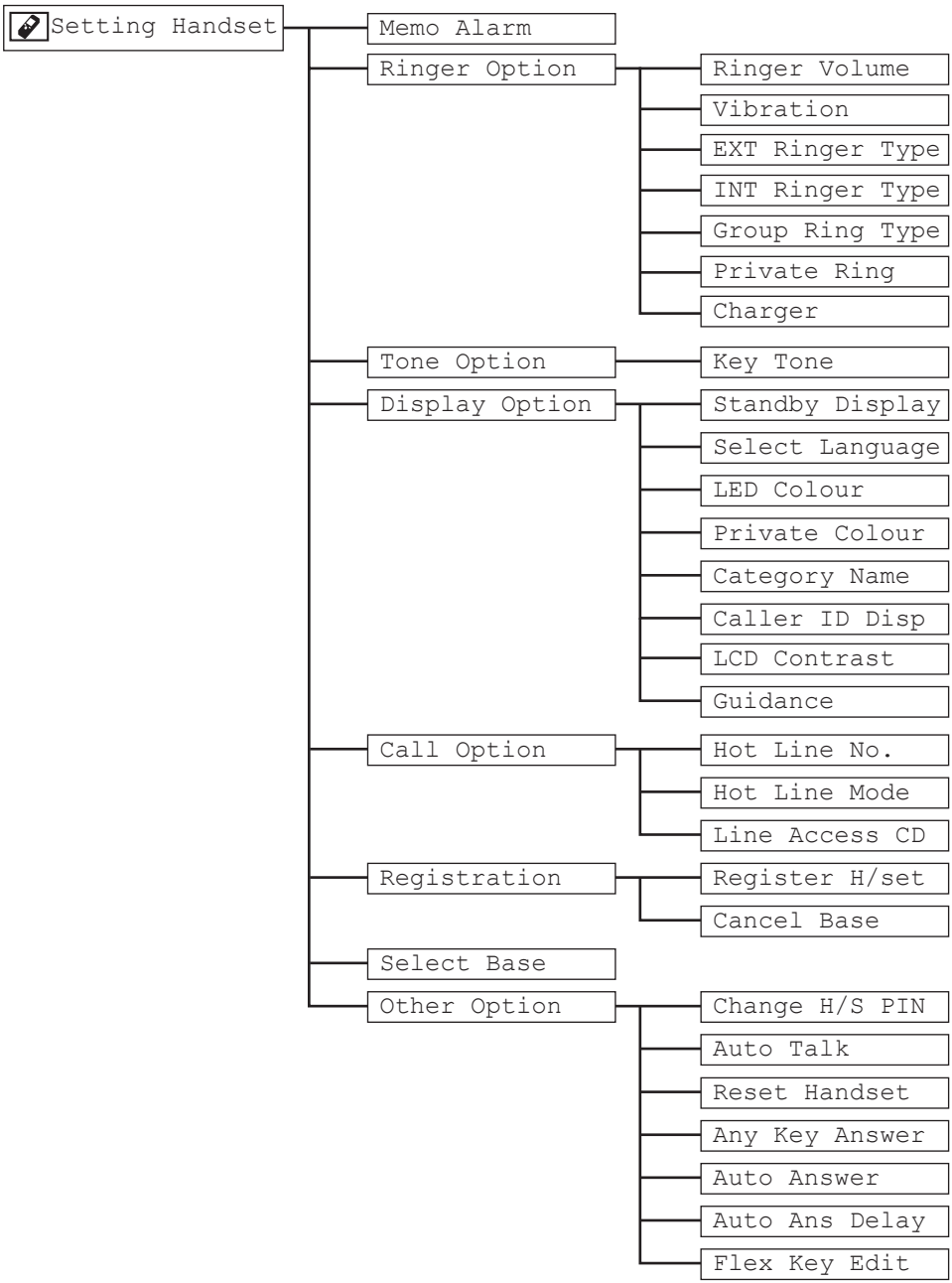
Changing the Initial Settings

You can customize the handset by editing the settings found under "Setting Handset" in the menu list, as follows:



- To return to the previous menu, press .
- To cancel, press at any time.
- The unit will beep to indicate that the new settings have been saved.

◆ *Handset setting menu layout*



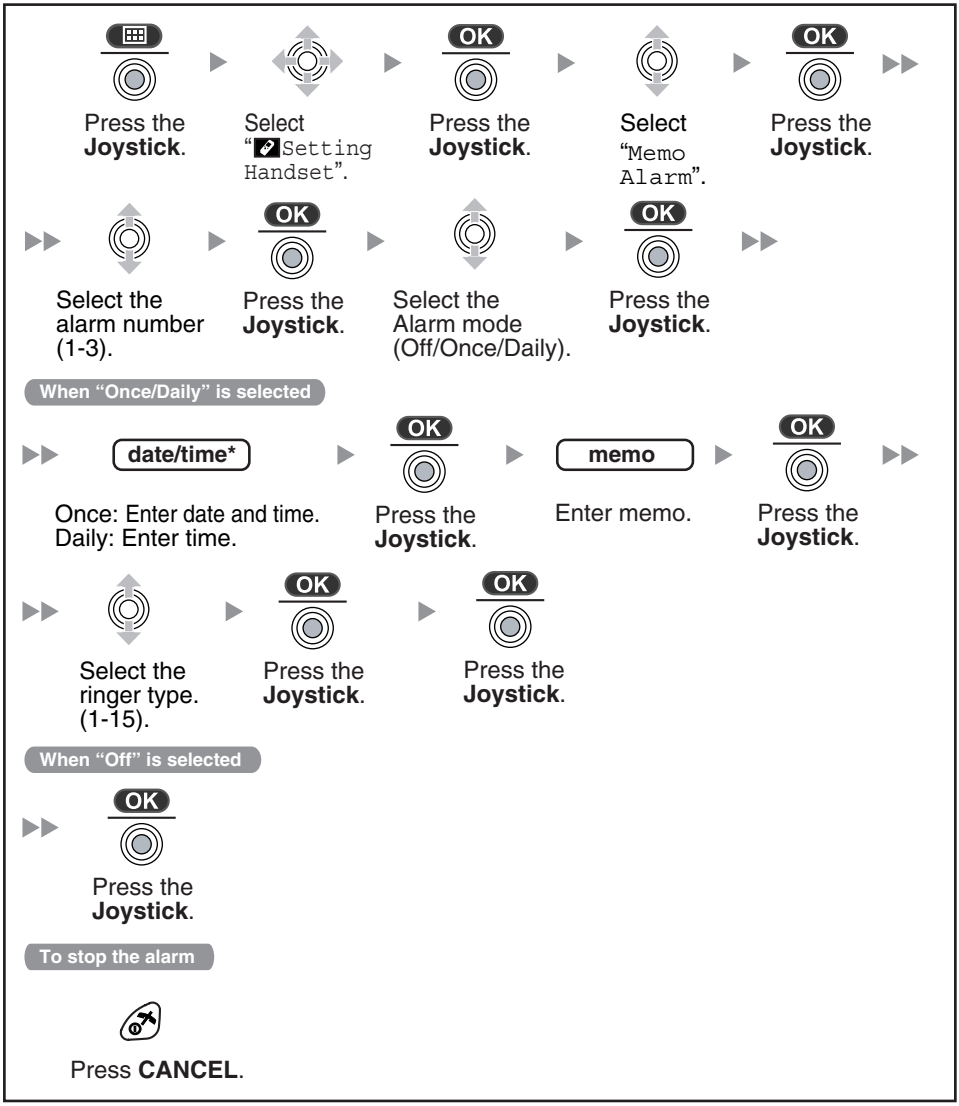
Main Item	Sub Item	Description	Setting	Default
Memo Alarm	An alarm will sound at the set time. A memo can also be displayed. (See page 45.)		☐ Alarm no. ☐ Alarm mode (Off/Once /Daily) ☐ Alarm time ☐ Enter memo. ☐ 15 Ringer Type	Not Stored
Ringer Option	Ringer Volume	Adjusts the ringer volume.	☐ 6 levels/ Meeting Mode/ Off	Level 3
	Vibration	Selects whether the PS vibrates while receiving a call.	☐ On/ Vib→Ring/Off	Off
	EXT Ringer Type	Selects the ringer type for each type of call. (intercom call, outside call, group call)	☐ 15 Ringer Types	Ringer 1
	INT Ringer Type			
	Group Ring Type			
	Private Ring	Selects the ringer type for calls in each category.	☐ Select a Category. ☐ 15 Ringer Types	
	Charger	Selects whether the PS on a charger rings or not.	☐ Ringer Setting/ Ringer Off	Ringer Setting
Tone Option	Key Tone	Turns the key tone off or on.	☐ On/Off	On
Display Option	Standby Display	Selects the display in standby mode.	☐ 4 Display Type (Base Number/ Handset Number/ Handset Name/ Base & H/S No.)/ Off	Base & H/S No.
	Select Language	Selects the display language.	☐ Auto/ 16 Languages	English
	LED Colour	Selects the LED colour for each type of call. (intercom call, outside call, group call)	☐ Call Type (Ext Ring/ Int Ring/ Group Ring) ☐ Colour (Green/Red/ Orange)	INT Ring-Green, EXT Ring-Red, Group Ring-Orange

Main Item	Sub Item	Description	Setting	Default
Display Option	Private Colour	Selects the LED colour for calls in each category. "Private Colour" setting has priority to "LED Colour" setting.	☐ Select a Category. ☐ Colour (Green/Red/ Orange)	Green
	Category Name	Edits the category name.	☐ Select a Category.	Category 1-9
	Caller ID Disp	Selects which caller information is displayed when a call is received. Either the Handset Phonebook information or the information stored in the Business Telephone System can be displayed.	☐ H/S Phonebook/ PBX Setting	PBX Setting
	LCD Contrast	Adjusts the LCD contrast.	☐ 6 levels	Level 3
	Guidance	Selects whether the guidance display is shown or not in standby mode.	☐ On/Off	On
Call Option	Hot Line No.	Stores a phone number to make a call by pressing TALK.	☐ Enter Phone no.	Not stored
	Hot Line Mode	When set to ON, you can make a call to the stored phone no. in "Hot Line No." by pressing TALK. You cannot make calls to other phone numbers.	☐ On/Off	Off
	Line Access CD	Enters the trunk access code (line access code) that matches the setting of your Business Telephone System. Three trunk access code can be stored.	☐ Select a number.+ Enter the code.	No.1 0 No.2 8XX* No.3 Not stored
Registration	Register H/set	Registers a handset with a base unit.	☐ Base no. ☐ Base PIN [Personal Identification Number]	Not stored
	Cancel Base	Cancels the registration of a handset.	☐ H/set PIN (Default: 0000) ☐ Base no.	Not stored

- * XX is identical to the CO line group number and 8XX represents any 3-digits code starting with "8".

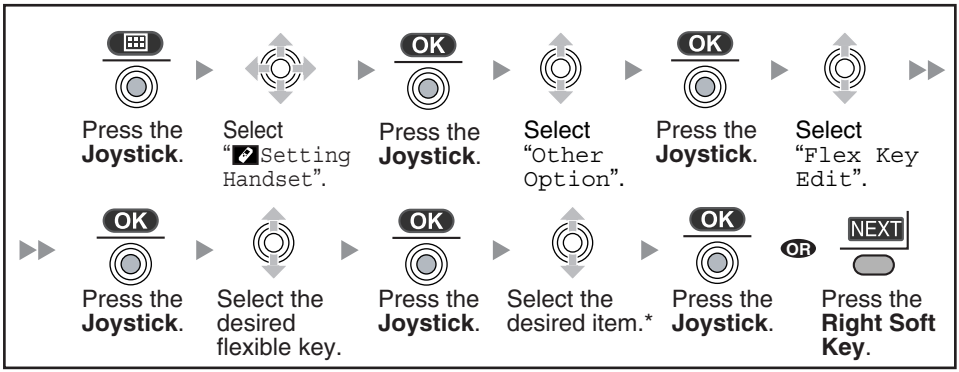
Main Item	Sub Item	Description	Setting	Default
Select Base		Selects a base unit.	☐ Auto/Base no.	Auto
Other Option	Change H/S PIN	Changes the handset PIN.	☐ Enter Old PIN.+ Enter New PIN.+ Verify New PIN.	0000
	Auto Talk	When set to ON, allows you to answer a call by just lifting up the handset from the charger.	☐ On/Off	On
	Reset Handset	Returns the handset settings (except Registration) to the default settings.	☐ Enter H/set PIN.+Select “Yes”.	
	Any Key Answer	When set to ON, allows you to answer a call by pressing any dial button.	☐ On/Off	Off
	Auto Answer	Selects the type of calls to be answered by AUTO ANSWER.	☐ 2 Call Types (Internal Only/ Int&External)/Off	Off
	Auto Ans Delay	Selects the number of seconds before a call is automatically answered when Auto Answer is turned on.	☐ 5-20 sec.	6 sec
	Flex Key Edit	Allows you to assign a function to a flexible key, and use the key as a shortcut key.	☐ See page 46.	

◆ *Memo alarm setting*

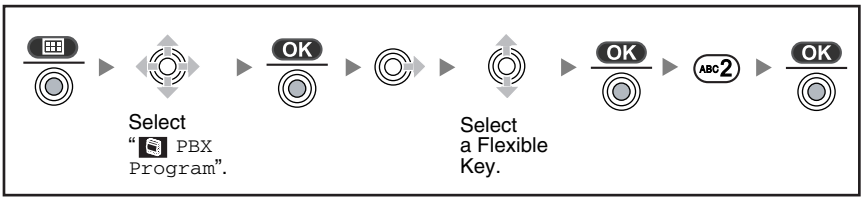


- * You can choose either 12-hour format (AM/PM) or 24-hour format by pressing 12/24.
- To clear the displayed memo alarm, press ✕ and then select "Yes".
- During a conversation, an alarm will not sound until the call is ended.

◆ *Flexible key edit*



- * Items on page 47 can be assigned, and accessed through the display operation.
- To assign an item other than "PBX setting" to a flexible key which has already been used, first set the key to "Not stored", as shown below.



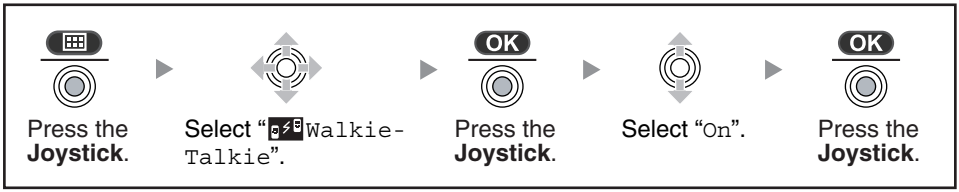
Main Item	Sub-Items		
PBX setting			
Menu	Caller ID		
	Ringer Option	Ringer Volume Vibration EXT Ringer Type INT Ringer Type Group Ring Type Private Ring Charger	
	New Phonebook		
	Setting Handset	Memo Alarm	
		Ringer Option	Ringer Volume Vibration EXT Ringer Type INT Ringer Type Group Ring Type Private Ring Charger
		Tone Option	Key Tone
		Display Option	Standby Display Select Language LED Colour Private Colour Category Name Caller ID Disp LCD Contrast Guidance
		Call Option	Hot Line No. Hot Line Mode Line Access CD
		Registration	
		Select Base	
		Other Option	Change H/S PIN Auto Talk Reset Handset Any Key Answer Auto Answer Auto Ans Delay Flex Key Edit
	PBX Program		
	Walkie-Talkie		
Dialing	H/set Phonebook PBX Sys Dialing PBX EXT Dialing		
Call log	Redial Incoming Log Incoming LogGrp		

• To access sub-items, press NEXT.

Walkie-Talkie

Using Walkie-Talkie mode, you can communicate with another handset even when out of range of a base unit. Only Panasonic DECT Portable Station which supports Walkie-Talkie can be used. Handsets have to be in Walkie-Talkie mode, and have the same Walkie-Talkie group number. In Walkie-Talkie mode, you cannot make or receive a call through the PBX.

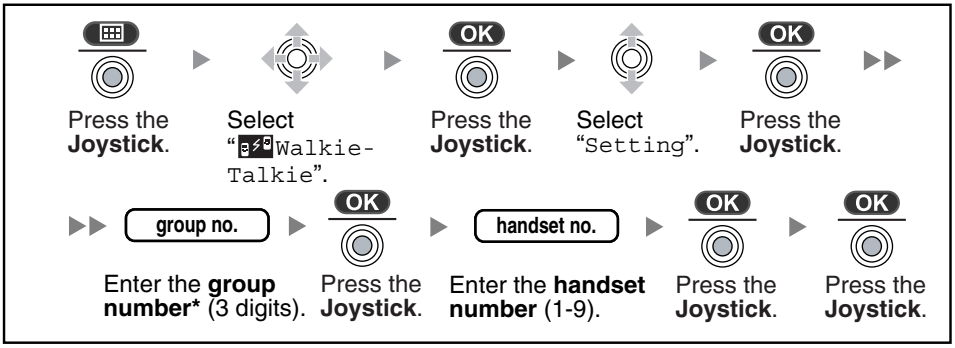
Turning the Walkie-Talkie mode on



Turning the Walkie-Talkie mode off

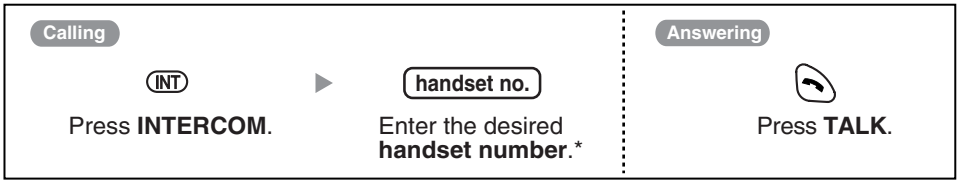
- To exit the operation, press any time.
- When the Walkie-Talkie mode is ON, the handset number is displayed followed by "Walkie-Talkie".

◆ *Setting the Walkie-Talkie mode*



- To exit the operation, press any time.
- * Any combination of three number can be used, make note of your own code.
- Each handset should have its own unique number.

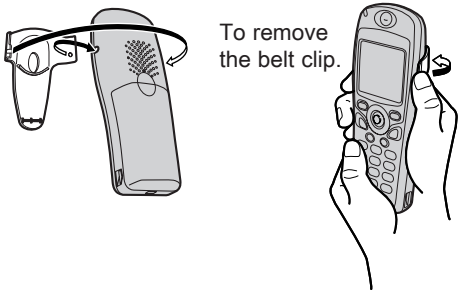
◆ *Talking in Walkie-Talkie mode*



- To exit the operation, press any time.
- * A caller can press to call all handsets in the same Walkie-Talkie mode.

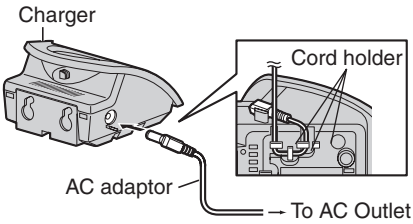
◆◆ *Using the Belt Clip*

You can hang the handset on your belt.

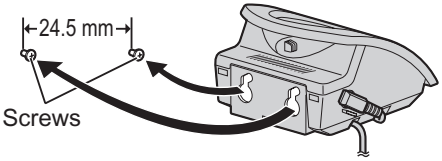


Wall Mounting

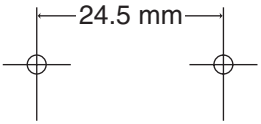
1 Connect the AC adaptor to the charger.



2 Drive the screws into the wall using the wall template below.



3 Mount the charger securely on the screws.



Troubleshooting

Problem	Description and Solution
The PS does not work.	• **The battery is drained.** → Charge the battery fully. (See “Battery Charge” on page 7.) • **The PS has been cancelled or the PS has not been registered.** → Consult your dealer. • **The power is OFF.** → Turn it ON. (See “Power On/Off” on page 8.)
The PS does not ring.	• **Ringer volume is set to “Off”.** → Adjust the ringer volume level. (See “Ringer Volume Adjustment” on page 13.)
You cannot make/receive a call.	• **The PS is out of range or the Cell Station (CS) is busy.** → Move closer to the CS or try again later. • **The radio channel is busy or a radio communication error occurred.** → Try again later.
You cannot dial.	• **The number which you dialled is restricted by the Business Telephone System.** → Consult your dealer. • **The key lock mode is ON.** → To cancel the mode, press the Joystick for about 2 seconds. (See “Key Lock” on page 14.) • **The radio channel is busy or a radio communication error occurred.** → Try again later.
Noise is frequently heard.	→ Set the PS and CS away from other electrical appliances. → Move closer to the CS.
“CS BUSY” **is displayed.**	• **The Cell Station is busy.** → Try again later.
“PS Not Connected” **is displayed.**	• **The called PS is out of range or the PS is power off.** → Try again later.
The PS stops working during operation.	→ Turn the power OFF and ON, then try again. (See “Power On/Off” on page 8.) → Reinsert the batteries and try again. (See “Battery Installation” on page 7.)
Two short beeps are heard during a conversation.	• **The radio signal is weak.** → Move closer to the CS.

Battery Information

After your Panasonic battery is fully charged [at 25 °C]:

Operation	Operating Time
While in use (TALK)	16 hrs approx.
While not in use (Standby)	250 hrs approx.

- Battery charge may be shortened depending on usage conditions and ambient temperature.
- The battery cannot be overcharged.
- The battery will drain even while the unit is “OFF”.
- The PS can receive calls while charging.
- Battery consumption increases when the PS is used out of range. If “ ” flashes, power off the PS.
- **Clean the handset and the charger contacts with a soft, dry cloth once a month. Clean more often if the unit is subject to grease, dust or high humidity**. Otherwise the battery may not charge properly.
- Read “Important Notice Concerning the Correct Use and Charging of Ni-MH Batteries.”

Low Battery Warning

The battery needs to be charged when “ ” flashes, or the alarm sounds every one minute during a conversation.*

* If the low battery warning occurs during a conversation, you can continue the call for a few minutes, then the call will be disconnected automatically.

Replacing the Battery

If “ ” flashes after a few telephone calls even when the battery has been fully charged, it is time to replace the battery with new one.
Before replacing the battery, turn the power off to prevent memory loss. Replace the battery. Charge the new battery for at least 5 ½ hours.
If you replace the battery before the low battery warning appears, the battery strength icon may display an incorrect reading. In this case, use the PS as normal with the new battery installed. When the low battery warning is displayed, charge the battery for about 5 ½ hours. The battery strength icon will then display a correct reading.

Please replace with Panasonic battery only.

- Please order part number N4HHGMB00007.

Caution

To reduce the risk of fire or injury to persons, read and follow these instructions.

1) Use only the batteries specified.
2) Do not use non-rechargeable batteries.
3) Do not dispose of the batteries in a fire. They may explode. Check with local waste management codes for special disposal instructions.
4) Do not open or mutilate the batteries. Released electrolyte is corrosive and may cause burns or injury to the eyes or skin. The electrolyte may be toxic if swallowed.

5) Exercise care in handling the batteries in order not to short the batteries with conductive materials such as rings, bracelets, and keys. The batteries and/or conductor may overheat and cause burns.
6) Charge the batteries provided with or identified for use with this product only in accordance with the instructions and limitations specified in this manual.

◆ *Important Notice Concerning the Correct Use and Charging of Ni-MH Batteries*

Batteries, due to their construction, undergo some wear and tear. The lifetime of a battery also depends on correct maintenance. Charging and discharging are the most important factors. You should take notice of the following to maintain the life of the battery as long as possible.
Ni-MH batteries have a kind of memory, the “memory effect.” If fully charged batteries are used several times only for 15 minutes in the handset and then recharged, the capacity of the batteries will be reduced to 15 minutes due to the memory effect. Therefore you should discharge the batteries completely, i.e. use them in the handset until “ ” on the display starts flashing. Then recharge them as described in the manual. After the memory effect has occurred, it is possible to achieve almost complete capacity of the Ni-MH batteries by charging and discharging several times one after another.

Ni-MH batteries can also self-discharge. This self-discharge depends on the ambient temperature. At temperatures under 0 °C, the self-discharge will be the lowest. High humidity and high temperatures support the self-discharge. Also long-term storage will lead to self-discharge. A dead Ni-MH battery should not be disposed of normally. They contain toxic heavy metal hydride and therefore should be recycled.

CAUTION

RISK OF EXPLOSION IF BATTERY IS REPLACED BY AN INCORRECT TYPE. DISPOSE OF USED BATTERIES ACCORDING TO THE INSTRUCTIONS.

◆◆ *Safety Instructions*

Pay special attention to the safety suggestions listed below.

◆ *Safety*

1) Power source: The AC adaptor should be connected to a power supply only of the type as marked on the AC adaptor. The AC adaptor is used as the main disconnect device, ensure that the AC outlet is located/installed near the unit and is easily accessible.
2) Non use periods: When the PS is not being used, turn the power off. When left unused for a long period of time, the charger should be unplugged from the AC outlet.
3) Do not place metal items such as coins or rings on the charger. As they become hot, you might get burned if you touch them.

◆ *Installation*

Environment

1) Water and moisture: Do not use the PS and the charger near water — for example, near a bathtub, washbowl, sink, etc. Damp basements should also be avoided.
2) Heat: The PS and the charger should be kept away from heat sources such as radiators, kitchen ranges, etc. They also should not be placed in rooms where the temperature is less than 5 °C or greater than 40 °C.
3) The apparatus is designed to be installed and operated under controlled conditions of ambient temperature and a relative humidity.

Placement

1) Stacking: Do not place heavy objects on top of the PS and charger.
2) Foreign material: Care should be taken so that objects do not fall onto and liquids are not spilled into the PS and charger. Do not subject the PS and charger to excessive smoke, dust, mechanical vibration, or shock.
3) Surface: Place the charger on a flat surface. If the charger is mounted on the wall, install it straight.

◆ *For best performance*

Operating Range

1) The range of operation depends on the topography of your office, weather or usage conditions, because signals are transmitted between the Cell Station (CS) and the PS by radio waves.
2) Normally, you get greater range outdoors than indoors. If there are obstacles such as walls, noise may interfere with your telephone calls. In particular, high metal shelves or reinforced concrete walls will restrict your operating range.
3) A PS may not work when it is too far from the CS depending on the structure of the building.

Noise

Occasional noise or interference may occur due to electromagnetic radiation from objects such as refrigerators, microwave ovens, faxes, TVs, radios, or personal computers. If noise disturbs your telephone calls, keep the PS away from these electrical appliances.

WARNING:
TO PREVENT FIRE OR SHOCK HAZARD, DO NOT EXPOSE THIS PRODUCT TO RAIN OR ANY TYPE OF MOISTURE. TO REDUCE THE RISK OF ELECTRIC SHOCK, DO NOT DISASSEMBLE THIS UNIT. TAKE THE UNIT TO AN AUTHORISED SERVICE CENTRE WHEN SERVICE IS REQUIRED.
THE HANDSET IS MAGNETISED AND MAY RETAIN SMALL FERROUS OBJECTS.

- This apparatus is designed to aid the visually handicapped to locate dial keys and buttons.
- 999 and 112 can be dialled on the apparatus after accessing the CO line for the purpose of making outgoing calls to the BT emergency (999) and (112) services.*

* The regulation is applied in the United Kingdom only.

◆ *RF Specifications*

Item	Description
Radio Access Method	Multi Carrier TDMA-TDD
Frequency Band	1880 MHz - 1900 MHz
Number of Carriers	10
Carrier Spacing	1728 kHz
Bit Rate	1152 kbps
Carrier Multiplex	TDMA, 24 (T×12, R×12) slots per frame
Frame Length	10 ms
Modulation	GFSK
Voice Coding	32 kbps ADPCM (CCITT G.721)
Transmission Output	Max. 250 mW

• Specifications are subject to change.
• The illustrations used in this manual may slightly differ from the original device.

CE 0436

This device is a DECT Portable station operating in the frequency band of 1880 MHz to 1900 MHz. The usage of this device is generally allowed in all the EU countries.

We, Panasonic Communications Company (U.K.) Ltd., declare that this equipment is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC. If you want to get a copy of the original Declaration of Conformity of our products which relates to the R&TTE, please contact to our web address:
http://doc.panasonic-tc.de

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